

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
Tuesday, August 27, 2013**

Present: Commissioner President Francis Jack Russell
Commissioner Lawrence D. Jarboe
Commissioner Todd B. Morgan
Commissioner Cynthia L. Jones
Commissioner Daniel L. Morris
Dr. Rebecca Bridgett, County Administrator
Sharon Ferris (Recorder)

CALL TO ORDER

Commissioner President Russell called the business meeting to order at 9:00 am in the Chesapeake Building meeting room, Governmental Center.

APPROVAL OF MINUTES

Commissioner Morgan moved, seconded by Commissioner Morris, to approve the minutes of August 20, 2013, as presented. Motion carried 5-0.

PROCLAMATIONS PRESENTED

- 1. RETIREMENT - MR. DAVID BERRY (Planner, LUGM)**
- 2. *FORGET-ME-NOT* MONTH (Disabled American Veterans)**
- 3. WOMEN'S EQUALITY DAY**
- 4. NATIONAL SENIOR CENTER MONTH**

COUNTY ADMINISTRATOR

1. Draft Agenda for September 10, 2013. There will be no meeting of the BOCC on September 3, 2013,

2. Housing Authority (*Dennis Nicholson, Executive Director; Crystal Wojciechowski, Program Manager*)

Commissioner Morgan moved, seconded by Commissioner Jones, to approve and sign the Support Resolution on behalf of the Housing Authority's SFY2014 Community Legacy Application in the amount of \$145,918 to fund capital improvements at the Jarboe Family Center Campus in Lexington Park, Maryland. Motion carried 5-0.

3. Community Development Corporation (*Robin Finnacom, CEO*)

(George Erichsen, Director, Dept. of Public Works and Transportation)

Commissioner Morris moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to sign the State of Maryland Capital Projects Grant Agreement for \$125,000 to support the acquisition of the Lexington Park Volunteer Rescue Squad building located at 21633 Great Mills Road and the renovation of the property for use as the Sheriff's District 4 Office. Motion carried 5-0.

(Dan Dougherty, Patuxent Habitat for Humanity Board Member)

Commissioner Jones moved, seconded by Commissioner Jarboe, to approve and sign the resolution of support for Patuxent Habitat for Humanity's application to the Maryland Department of Housing and Community Development requesting an allocation of State tax credits from the Community Investment Tax Credit Program to use in support of the organization's Building Community and Revitalizing Homes in Southern Maryland Project. Motion carried 5-0.

4. Sheriff's Office (*Bonnie Lancaster, Fiscal Specialist*)

(Capt. Willenborg)

Commissioner Jarboe moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute the School Bus Safety Grant award, Project MD1423, from the Governor's Office of Crime Control and Prevention on behalf of the St. Mary's County Sheriff's Office and execute the budget amendment which will realign the accounts in accordance with the grant award. Motion carried 5-0.

(Capt. Alioto)

Commissioner Jarboe moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to accept the NADDI Law Enforcement grant, Project OT1405, from the National Association of Drug Diversion Investigators on behalf of the St. Mary's County Sheriff's Office in the amount of \$5,000. Motion carried 5-0.

5. Department of Public Works and Transportation *(George Erichsen, Director)*

Commissioner Morgan moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the Right-of-Way Abandonment Certificate of the Confirmatory Plat for the abandonment of Fair View Street and a portion of Grandview Street in the Grandview Haven Subdivision and to forward to the Department of Land Use & Growth Management for final approval and coordination. Motion carried 5-0.

6. Department of Emergency Services and Technology *(Bob Kelly, Director)*

Commissioner Jones moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute the Emergency Medical Dispatch Training Grant application, Project MD1456, from the Maryland Institute for Emergency Medical Services Systems on behalf of the Department of Emergency Services & Technology in the amount of \$1,950 for training of Communication Specialists. Motion carried 5-0.

7. Department of Finance *(Elaine Kramer, CFO)* **Department of Public Works and Transportation** *(George Erichsen)*

Commissioner Morgan moved, seconded by Commissioner Morris,

(1) to accept the replacement vendor Award Recommendation for the Patuxent River Air Museum & Visitor Center Construction Services (12-DPWT-61361) and authorize staff to proceed with submission to the SHA for their approval;

(2) to approve and authorize Commissioner President Russell to execute the budget amendment in the amount of \$4,824,381 to close out current unexpended balances in the original Navy Museum Project PF-0103, and transfer funds to the new Navy Museum Project PF-1408; and,

(3) to authorize the Contracting Officer to execute the Contract for \$4,988,742.00 with Biscayne Contractors, Inc. after receipt of approval from SHA and the Contract related insurance/bonds from the vendor. Motion carried 5-0.

Commissioner Jones moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute the following budget amendments:

(1) Close out finalized capital projects to the FIN13 Capital Reserve in the amount of \$195,775.

(2) Realign Pay-go, Transfer Tax, and Road Impact Fee's from the FIN13 Capital Reserve to three projects, thus reducing the need to sell bonds in the amount of \$1,651,974.

(3) Transfer \$250,000 in Pay-go and \$500,000 in Other Sources from the FIN13 to the FIN14 Capital Reserve, to provide funding sources for unbudgeted needs in the FY14 CIP.

(4) Reduce the appropriation authority and close out the FIN13 Capital Reserve in the amount of \$2,797,618. Motion carried 5-0.

8. Department of Recreation and Parks *(Brian Loewe, Director)*

Commissioner Jarboe moved, seconded by Commissioner Morris, to approve and authorize Commissioner President Russell to execute the Program Open Space Development Application and Project Agreement for the Three Notch Trail VI Project #PA1101 in the amount of \$125,000. Motion carried 5-0.

Commissioner Jarboe noted that a parking problem exists on weekends at the Library in Charlotte Hall. Individuals using the Three Notch Trail, the Library and shopping at the Farmers Market are competing for parking space. He suggested educating the public that parking is available at the Senior Center for individuals using the trail.

(Jessica Hale, Recreation Division Manager)

Commissioner Morgan moved, seconded by Commissioner Jarboe, to approve and authorize Commissioner President Russell to execute the Program Open Space Development Application and Project Agreement for the Leonard Hall Replacement Flooring Project #RP1403, in the amount of \$60,000. Motion carried 5-0.

(David Guyther, Parks Manager)

Commissioner Morgan moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the budget amendment to transfer funds from the FIN14 accounts to the Civil War Memorial Interpretive Community Center Project RP1301 in the total amount of \$126,500. Motion carried 5-0.

DEPT. OF AGING AND HUMAN SERVICES: PRESENTATION OF THE FINDINGS OF THE LOCAL MANAGEMENT BOARD FY 2013 COMMUNITY NEEDS ASSESSMENT

Present: Richard Schattuck, Schattuck and Associates (main presenter)
Lori Jennings-Harris, Director, Dept. of Aging and Human Services
Ella May Russell, Chairperson, Local Management Board
Kelsey Bush, Youth and LMB Coordinator, Dept. of Aging and Human Services

The State's Governor's Office of Children provides funding to the Local Management Board (LMB) and requires the LMB to conduct a needs assessment every three years to gather important data needed to develop a strategic plan for coordinating services for children, youth, and families. The assessment must investigate 8 child well-being result areas within the themes of health, education and family and community environment. The survey revealed the need to focus on children living in poverty, substance abuse, health insurance coverage, obesity, children birth to 5 living in poverty being prepared for school, bullying and harassment at school and homelessness. The LMB will continue to support ongoing initiatives and anticipates incorporating programs to focus on children in poverty.

Ms. Russell, Chairperson, LMB noted the survey provides a good picture of issues for the County to address. Currently 6,926 households receive food stamps, 7,485 receive medical assistance and 458 families receive temporary cash assistance from the state. Affordable housing is an issue; families are moving from place to place (relatives or friends) which has a damaging effect on children.

COMMISSIONER'S TIME

The Commissioners highlighted events of the past week and upcoming events.

MOTION TO ENTER INTO EXECUTIVE SESSION

Commissioner Morgan moved, seconded by Commissioner Morris, to enter into Executive Session for the purpose of discussing personnel matters. Motion carried 5-0.

EXECUTIVE SESSION

Personnel

Present: Commissioner Francis Jack Russell, President
Commissioner Lawrence D. Jarboe
Commissioner Cynthia L. Jones
Commissioner Daniel L. Morris
Commissioner Todd B. Morgan
Dr. Rebecca Bridgett, County Administrator
Sue Sabo, Chief of Staff and HR Director
Donna Gebicke, Administrative Assistant

Authority: Article 24, Section 4-210(a)1
Time Held: 11:30 am – 11:55 am
Subject: Personnel

MOTION IN OPEN SESSION

Commissioner Morgan moved, seconded by Commissioner Jones:

(1) to appoint the following person to Boards, Committees, or Commissioners with the term to expire as indicated:

Alice Gaskin Metropolitan Commission Board Expiration 6/20/13

(2) to accept resignation of Steve Anderson, Director Economic and Community Development, effective August 30th, and approve the Board of County Commissioners consent letter dated August 27, 2013, regarding same.

(3) to appoint Robin Finnacom, Acting Director, Economic and Community Development, effective August 30, 2013.

JOINT BOARD OF COUNTY COMMISSIONERS/ST. MARY'S COUNTY METROPOLITAN COMMISSION MEETING AT METCOM OFFICES, 23121 CAMDEN WAY, CALIFORNIA, MD

Present: Steve Willing, Chair, Metropolitan Commission, District 8
David DeMauro, Vice Chair, Metropolitan Commission, District 6
Mike Mummaugh, Metropolitan Commission District 3
J. Scott Ridgell, Metropolitan Commission District 2&9
Bob Russell, Metropolitan Commission District 7
Dan Ichniowski, Director, Metropolitan Commission
Jackie Meiser, Legal Counsel, Metropolitan Commission

Dave Elberti Chief Engineer, Metropolitan Commission
Larry Petty, Chief of Operations, Metropolitan Commission

Other County Staff in attendance:

Phil Shire, Director, Dept. Land Use and Growth Management
Jeff Jackman, Sr. Planner, Dept. of Land Use and Growth Management
Sue Veith, Environmental Planner, Dept. Land Use and Growth Management
Dave Chapman, Planner, Dept. of Land Use and Growth Management
George Sparling, County Attorney

An overview of the services and operations of MetCom were presented, capital projects highlighted; and, an update on initiatives to decrease the amount of nitrogen going into the bay were discussed. Once complete, the Marley-Taylor Facility will reduce its nitrogen discharge by 62 percent and phosphorous discharge by 90 percent, significantly reducing nutrients discharged to the Chesapeake Bay.

An update on the Draft Master Plan for Lexington Park Development District was presented. The Department of Land Use and Growth Management is hosting Open Houses to provide information to and receive input from the public. The draft plan can also be viewed at the three St. Mary's County libraries and at the St. Mary's County Public Information Office, located inside the Chesapeake Building in Leonardtown.

An update of the Watershed Implementation Plan was presented. The EPA Bay Program is accepting refined model input data from jurisdictions by the end of 2014. The EPA is accepting land use/cover data numbers on septic systems, and BMP inventories. The state is requesting counties provide progress reports on local milestones by January 31, 2014, and that local 2014-2015 milestones be submitted by January 31, 2014.

The Sewer/Water Connection Task Force is addressing three primary topics: (1) public health and safety, (2) the importance of a sewer/water connection policy for land use planning in the County, and (3) the need for MetCom to have a predictable source of revenue to expand the sewer and water systems in order to protect public health and implement land use goals and policies in the County's Comprehensive Plan. The state mandated Watershed Implementation Plan (WIP) will have a large impact on how the County proceeds. WIP may require some neighborhoods on septic systems to connect to public sewer. The Task Force has developed a set of recommendations which, at the present time, are most applicable to Lexington Park. The Task Force foresees the need for the County Commissioners and MetCom to adopt a connection policy.

Commissioner Jones recommended the need to define "service area" for the County.

MetCom requested that the video of Metropolitan Commission meetings be posted to the County Website in a timely manner.

ADJOURNMENT

Commissioner Russell adjourned the Board of County Commissioners meeting at 12:30 pm.

Minutes Approved by the Board of County Commissioners on _____

Sharon Ferris, Senior Administrative Coordinator (Recorder)